

ORDINANCE NO. 1006

AN ORDINANCE BY THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE BY THE AUTHORITY OF THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND AND SECTION 37 OF THE HAVRE DE GRACE CITY CHARTER FOR THE PURPOSE OF ESTABLISHING THE CITY BUDGET FOR FISCAL YEAR 2019, BY DESIGNATING THE ANNUAL PROJECTION OF ANTICIPATED REVENUES AND PROPOSED AUTHORIZED EXPENSES FOR THE CITY OF HAVRE DE GRACE FOR FISCAL YEAR 2019

WHEREAS the Mayor and City Council of Havre de Grace, a Maryland municipal corporation, is required to established an annual projection of anticipated revenues and proposed expenses, known as the budget, for the City of Havre de Grace for the fiscal year beginning July 1, 2018 through June 30, 2019, said period known as fiscal year 2019;

WHEREAS the Mayor and City Council of Havre de Grace is further required to approve the budget by Ordinance, pursuant to the Havre de Grace Charter Section 37 and by the authority of the Local Government Article of the Annotated Code of Maryland;

WHEREAS the Mayor and City Council of Havre de Grace shall conduct a public hearing for the purpose of receiving public comment on this budget Ordinance, and;

WHEREAS the Mayor and City Council of Havre de Grace have previously set the City Tax rate and charges for water and sewer service by Ordinance.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED by the Mayor and City Council of Havre de Grace that the Annual Budget Ordinance for the City of Havre de Grace for the fiscal year 2019 shall be enacted as follows:

BUDGET ORDINANCE

Section 1.Attached hereto is the Havre de Grace Budget for the fiscal year 2019 ("Budget"). The Budget covers the General Fund, Water & Sewer Fund and Marina Fund. The Budget document and all of its attachments are incorporated by reference into this Ordinance and made a part hereof.

Section 2.The City shall collect the anticipated revenue and make the proposed expenditures in compliance with the Budget or by an appropriate Budget Amendment as authorized by Section 37 of the Havre de Grace City Charter.

Section 3. This Ordinance shall be effective on July 1, 2018 and expire on June 30, 2019.

ATTEST:

THE MAYOR AND CITY COUNCIL
OF HAVRE DE GRACE, MARYLAND

PATRICK D. SYPOLT
DIRECTOR OF ADMINISTRATION

WILLIAM T. MARTIN
MAYOR

Introduced: 06/04/18
Public Hearing: 06/14/18
Second Reading 06/18/18



ANNUAL BUDGET FISCAL YEAR 2019

William T. Martin, Mayor

Members of the City Council:

David W. Glenn, Council President

David A. Martin

James E. Ringsaker, Jr.

Jason G. Robertson

Cassandra B. Tomarchio

Monica A. Worrell

Fund 1 - General Fund

FY 2019 vs FY 2018

GENERAL FUND			
	ORIG. BGT. FY 2018	CURR. BGT. FY 2018	REQUESTED FY 2019
			Page
Operating Revenues			
Taxes and Penalties	\$10,339,100	\$10,339,100	\$10,776,600 1
Intergovernmental	752,600	752,600	765,700 1
Licenses and Permits	257,900	257,900	286,600 1
Service Fees	108,100	108,100	115,900 1
Fines and Forfeitures	6,700	6,700	4,500 1
Grants	1,516,300	2,275,700	2,126,900 2
Miscellaneous	288,600	288,600	209,200 2
	<u>13,269,300</u>	<u>14,028,700</u>	<u>14,285,400</u>
Operating Expenses			
Mayor	13,000	13,000	34,300 3
City Council	66,300	66,300	86,100 4
Administration	1,502,700	1,502,700	1,517,500 5-7
Registration & Elections	5,500	5,500	5,500 8
Legal Services	90,400	90,400	90,400 8
Casualty & Liability Insurance	124,700	124,700	127,500 8
Economic Development	211,600	211,600	187,200 9
Finance	719,400	719,400	782,600 10
Planning and Code Enforcement	640,700	640,700	623,400 11
Public Safety	5,094,700	5,094,700	5,630,500 12-13
Public Works	3,538,500	3,538,500	3,712,700 14-17
Service Organizations	12,500	12,500	13,500 18
Museums	75,000	75,000	60,000 18
Civic Groups	113,500	123,500	184,200 18
Ambulance Corps	96,600	96,600	96,600 18
Susquehanna Hose Co.	500,700	500,700	475,700 18
	<u>12,805,800</u>	<u>12,815,800</u>	<u>13,627,700</u>
Capital Expenses			
Capital Equipment	155,500	155,500	235,000 20
Capital Projects	1,113,400	1,661,000	1,620,700 20
Debt Service	518,500	518,500	548,800 19
	<u>1,787,400</u>	<u>2,335,000</u>	<u>2,404,500</u>
	<u>14,593,200</u>	<u>15,150,800</u>	<u>16,032,200</u>
Fund Increase/(Decrease)	(1,323,900)	(1,122,100)	(1,746,800)
Beginning Balance	118,900	45,800	607,600 2
Fund Transfers/Reserves	1,205,000	1,076,300	1,139,200 2
Fund Excess/ (Deficiency)	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

GENERAL FUND OPERATING REVENUES

Account No.	Description	Original Budget FY 2018	Current Budget FY 2018	Requested Budget FY 2019
TAXES				
01-0001-41-01	Real Property Taxes	7,948,500	7,948,500	8,096,700
01-0001-41-06	Critical Area Tax	40,900	40,900	42,400
01-0001-41-12	Pers Prop, Unincorporated	10,900	10,900	7,100
01-0001-41-13	Pers Prop, RR/Utilities	172,700	172,700	196,400
01-0001-41-14	Pers Prop, Incorporated	323,400	323,400	222,500
01-0001-41-20	Penalties, Real Property	50,700	50,700	46,200
01-0001-41-23	Penalties, Personal Property Taxes	12,300	12,300	11,300
01-0001-41-41	Income Tax - City Share	1,661,400	1,661,400	1,956,100
01-0001-41-58	Pole and Conduit Tax	67,900	67,900	70,100
01-0001-41-61	Admissions & Amusements	3,600	3,600	83,600
01-0001-41-62	Hotel/Motel Tax	30,200	30,200	28,900
01-0001-41-95	County Pmts In Lieu of Taxes	16,600	16,600	15,300
	Subtotal - Taxes	10,339,100	10,339,100	10,776,600
INTERGOVERNMENTAL				
01-0001-43-33	State Police Protection	272,700	272,700	269,400
01-0001-43-51	Highway User Fees	414,500	414,500	453,400
01-0001-43-63	Enterprise Zone Credit Reimb	65,400	65,400	42,900
	Subtotal - Intergovernmental	752,600	752,600	765,700
LICENSES AND PERMITS				
01-0001-42-21	Beer, Wine, Liquor License	10,900	10,900	10,900
01-0001-42-23	Trader Licenses	4,400	4,400	1,700
01-0001-42-32	Building Permits	87,900	87,900	137,400
01-0001-42-34	Cable TV License Fee	154,700	154,700	136,600
	Subtotal - Licenses/Permits	257,900	257,900	286,600
GENERAL SERVICE FEES				
01-0001-44-15	Rent - American Tower	39,300	39,300	46,100
01-0001-44-16	Rent - Visitors Center	1,000	1,000	1,000
01-0001-44-30	Rent-Tydings Concession	8,600	8,600	10,800
01-0001-44-32	Backfin Blues Creole de Graw-Leas	1,400	1,400	1,400
01-0001-44-34	Rent - M/V Summer Breeze LLC			11,100
01-0001-44-35	Rent - Upper Chesapeake (Lodge La			3,300
01-0001-44-37	Candidate Filing Fees	400	400	400
01-0001-44-43	Engineering Svcs. Reimb.	2,500	2,500	2,500
01-0001-44-49	Firing Range Rental-Unbilled	32,900	32,900	14,700
01-0001-44-51	Firing Range Reimbursement-Billed	12,100	12,100	6,700
01-0001-44-52	Administrative Fees	8,700	8,700	15,800
01-0001-44-54	Board of Appeals Fees	1,200	1,200	2,100
	Subtotal - Service Fees	108,100	108,100	115,900
FINES/FORFEITURES				
01-0001-45-01	City Ord Violations	5,100	5,100	3,400
01-0001-45-02	Police Misc Income	1,600	1,600	1,100
	Subtotal - Fines/Forfeitures	6,700	6,700	4,500

GENERAL FUND OPERATING REVENUES

Account No.	Description	Original Budget FY 2018	Current Budget FY 2018	Requested Budget FY 2019
GRANTS				
01-0001-48-34	State Grants	34,600	134,600	256,000
01-0001-48-36	MHAA Grant		172,000	25,000
01-0001-48-65	County Grants - Fin. Inst.	5,100	5,100	5,100
01-0001-48-75	County Grants - Parks & Rec.	319,800	319,800	204,500
01-0001-48-80	County Grants - Police Diff.	1,149,000	1,149,000	1,125,000
01-0001-48-81	Mini Police Grants	7,800	7,800	11,300
01-0001-48-96	DNR Open Space Grants		300,000	
01-0001-48-97	CDBG Grant		187,400	500,000
	Subtotal - Grants/Bonds	1,516,300	2,275,700	2,126,900
MISCELLANEOUS				
01-0001-46-04	Contrib & Donations	1,700	1,700	8,200
01-0001-46-08	Sale of Surplus Property	6,800	6,800	2,300
01-0001-46-22	Interest Income	300	300	47,800
01-0001-46-23	CD Interest	2,400	2,400	
01-0001-46-28	Misc Revenues	16,300	16,300	10,400
01-0001-46-29	Misc Revenues - Billed	51,100	51,100	2,500
01-0001-46-39	Expense Reimbursements - Billed	27,000	27,000	18,500
01-0001-46-40	Expense Reimbursement	158,600	158,600	108,000
01-0001-46-50	Misc AR Penalties	9,400	9,400	4,300
01-0001-46-76	Tourism Sales	10,000	10,000	2,500
01-0001-46-77	Tourism Advertising Revenue	700	700	500
01-0001-46-78	Tourism Advertising - Guide	4,300	4,300	4,200
	Subtotal - Miscellaneous	288,600	288,600	209,200
TRANSFERS IN/(OUT)				
01-0001-49-43	Distributed Expenses	1,020,400	1,020,400	1,152,900
01-0001-48-98	Fund Transfers (Promeade)	60,000	60,000	
01-0001-48-98	Fund Transfers (Critical Area)	75,500	75,500	(13,700)
01-0001-48-98	Fund Transfers (Slip User)	175,000	175,000	
01-0001-48-98	Fund Transfers (Community Ctr)	6,000	6,000	
01-0001-49-98	Short Term Enterprise Fund	(131,900)	(260,600)	
01-0001-49-98	Unrestricted Fund Balance	118,900	45,800	607,600
	Subtotal - Transfers/Reserves	1,323,900	1,122,100	1,746,800
	TOTAL REVENUES	14,593,200	15,150,800	16,032,200

MAYOR

Account No.	Description	Original Budget FY 2018	Current Budget FY 2018	Requested Budget FY 2019
EMPLOYEE-RELATED EXPENSES				
01-1031-5001	Salaries - Regular Time	7,800	7,800	18,200
01-1031-5022	FICA Expense	600	600	1,400
01-1031-5031	Workman's Comp	100	100	200
	<i>Subtotal - Employee</i>	<i>8,500</i>	<i>8,500</i>	<i>19,800</i>
NON-EMPLOYEE-RELATED EXPENSES				
01-1031-6276	Professional Services	300	300	300
01-1031-6277	Travel Expense	1,400	1,400	1,400
01-1031-6282	Office Supplies	400	400	400
01-1031-6283	Public Relations	2,400	2,400	12,400
	<i>Subtotal - Non-Employee</i>	<i>4,500</i>	<i>4,500</i>	<i>14,500</i>
	TOTAL - MAYOR	13,000	13,000	34,300

CITY COUNCIL

Account No.	Description	Original Budget FY 2018	Current Budget FY 2018	Requested Budget FY 2019
EMPLOYEE-RELATED EXPENSES				
01-1011-5001	Salaries - Regular Time	31,200	31,200	46,800
01-1011-5022	FICA Expense	2,400	2,400	3,600
01-1011-5031	Workman's Comp	100	100	100
	<i>Subtotal - Employee</i>	<i>33,700</i>	<i>33,700</i>	<i>50,500</i>
NON-EMPLOYEE-RELATED EXPENSES				
01-1011-6062	Dues and Subscriptions	14,600	14,600	15,600
01-1011-6070	Printing and Publishing	800	800	800
01-1011-6277	Travel Expense	5,900	5,900	5,900
01-1011-6283	Public Relations	10,800	10,800	12,800
01-1011-6290	Misc Operating Costs	500	500	500
	<i>Subtotal - Non-Employee</i>	<i>32,600</i>	<i>32,600</i>	<i>35,600</i>
	TOTAL - CITY COUNCIL	66,300	66,300	86,100

ADMINISTRATION OFFICES

Account No.	Description	Original Budget FY 2018	Current Budget FY 2018	Requested Budget FY 2019
EMPLOYEE-RELATED EXPENSES				
01-1091-5001	Salaries - Regular Time	512,900	512,900	426,400
01-1091-5004	Salaries - Overtime	2,000	2,000	2,000
01-1091-5007	Salaries - Seasonal			19,500
01-1091-5013	Salaries - Sick Leave	27,200	27,200	22,900
01-1091-5016	Salaries - Annual Leave	41,000	41,000	25,700
01-1091-5019	Salaries - Personal Leave	9,100	9,100	7,400
01-1091-5022	FICA Expense	45,300	45,300	38,500
01-1091-5028	Hospitalization	97,600	97,600	62,000
01-1091-5030	Retirees' Medical Benefits	98,000	98,000	129,800
01-1091-5031	Workman's Comp	800	800	1,800
01-1091-5040	Retirement	25,200	25,200	21,400
01-1091-5045	Actuarial & Pension Services	4,200	4,200	3,300
	Subtotal - Employee	863,300	863,300	760,700
NON-EMPLOYEE-RELATED EXPENSES				
01-1091-6025	Medical Testing & Supplies	14,000	14,000	14,000
01-1091-6062	Dues and Subscriptions	5,000	5,000	8,000
01-1091-6067	Postage	20,000	20,000	25,000
01-1091-6192	City Buildings Water & Sewer	25,000	25,000	25,000
01-1091-6207	City Events	35,000	35,000	
01-1091-6223	Contrib to Liq Board	1,600	1,600	1,800
01-1091-6276	Professional Services	13,000	13,000	13,000
01-1091-6277	Travel Expense	4,700	4,700	4,700
01-1091-6278	Employee Development	11,000	11,000	25,500
01-1091-6280	Utilities	6,600	6,600	26,000
01-1091-6282	Office Supplies	14,000	14,000	14,000
01-1091-6283	Public Relations	19,000	19,000	24,800
01-1091-6284	Vehicle Maintenance	2,000	2,000	2,000
01-1091-6286	Vehicle Fuel	500	500	700
	Subtotal - Non-Employee	171,400	171,400	184,500
CAPITAL EQUIPMENT/PROJECTS				
01-1091-6501	Capital Equipment	20,000	20,000	75,000
01-1091-6506	Opera House Restoration		238,300	
	Subtotal - Capital	20,000	258,300	75,000
	TOTAL - ADMINISTRATION	1,054,700	1,293,000	1,020,200

TOURISM

Account No.	Description	Original Budget FY 2018	Current Budget FY 2018	Requested Budget FY 2019
EMPLOYEE-RELATED EXPENSES				
01-1092-5001	Salaries - Regular Time	40,300	40,300	91,700
01-1092-5004	Salaries - Overtime	2,600	2,600	500
01-1092-5013	Salaries - Sick Leave	2,000	2,000	4,700
01-1092-5016	Salaries - Annual Leave	2,000	2,000	3,800
01-1092-5019	Salaries - Personal Leave	700	700	1,600
01-1092-5022	FICA Expense	3,600	3,600	7,800
01-1092-5028	Hospitalization	24,600	24,600	51,600
01-1092-5031	Workman's Comp	100	100	200
01-1092-5040	Retirement	2,100	2,100	5,500
01-1092-5045	Actuarial & Pension Services	400	400	900
	Subtotal - Employee	78,400	78,400	168,300
NON-EMPLOYEE-RELATED EXPENSES				
01-1092-6062	Dues and Subscriptions	800	800	2,000
01-1092-6067	Postage	500	500	500
01-1092-6070	Printing and Publishing	16,000	16,000	16,000
01-1092-6130	Items for Resale	10,000	10,000	2,500
01-1092-6277	Travel Expense			3,000
01-1092-6280	Utilities	1,700	1,700	1,900
01-1092-6282	Office Supplies	1,000	1,000	1,000
01-1092-6283	Public Relations	15,000	15,000	8,700
01-1092-6288	Advertising	45,000	45,000	56,500
	Subtotal - Non-Employee	90,000	90,000	92,100
	TOTAL - EDP	168,400	168,400	260,400

INFORMATION TECHNOLOGY

Account No.	Description	Original Budget FY 2018	Current Budget FY 2018	Requested Budget FY 2019
EMPLOYEE-RELATED EXPENSES				
01-1094-5001	Salaries - Regular Time	59,400	59,400	66,100
01-1094-5004	Salaries - Overtime	4,000	4,000	1,500
01-1094-5013	Salaries - Sick Leave	3,100	3,100	3,400
01-1094-5016	Salaries - Annual Leave	3,100	3,100	3,400
01-1094-5019	Salaries - Personal Leave	1,000	1,000	1,100
01-1094-5022	FICA Expense	5,400	5,400	5,800
01-1094-5028	Hospitalization	21,300	21,300	26,300
01-1094-5031	Workman's Comp	100	100	200
01-1094-5040	Retirement	3,600	3,600	4,000
01-1094-5045	Actuarial & Pension Services	600	600	600
	Subtotal - Employee	101,600	101,600	112,400
NON-EMPLOYEE-RELATED EXPENSES				
01-1094-6075	Office Machine Rental	28,500	28,500	30,000
01-1094-6137	Other Supplies & Materials	3,000	3,000	3,000
01-1094-6155	Equipment Maintenance	90,500	90,500	90,500
01-1094-6281	Communications	33,600	33,600	33,600
01-1094-6285	Office Equipment	42,400	42,400	42,400
	Subtotal - Non-Employee	198,000	198,000	199,500
CAPITAL EQUIPMENT/PROJECTS				
01-1094-6501	Capital Projects	25,000	25,000	
	Subtotal - Capital	25,000	25,000	
	TOTAL - IT	324,600	324,600	311,900

REGISTRATION AND ELECTIONS, LEGAL SERVICES, AND INSURANCE

Account No.	Description	Original Budget FY 2018	Current Budget FY 2018	Requested Budget FY 2019
REGISTRATION AND ELECTIONS				
01-1041-5007	Salaries - Seasonal	2,500	2,500	2,500
01-1041-5022	FICA Expense	200	200	200
01-1041-6145	Facility Rental	800	800	800
01-1041-6282	Office Supplies	700	700	700
01-1041-6283	Public Relations	1,300	1,300	1,300
	TOTAL - REGISTRTRN/ELECTIONS	5,500	5,500	5,500
LEGAL SERVICES				
01-1061-6061	Legal Services - Council	90,400	90,400	90,400
	TOTAL - LEGAL SERVICES	90,400	90,400	90,400
INSURANCE				
01-2400-6125	Consulting Fees	1,500	1,500	1,500
01-2400-6200	Casualty Insurance	108,200	108,200	111,000
01-2400-6290	Unemployment Insurance	15,000	15,000	15,000
	TOTAL - INSURANCE	124,700	124,700	127,500

ECONOMIC DEVELOPMENT

Account No.	Description	Original Budget FY 2018	Current Budget FY 2018	Requested Budget FY 2019
EMPLOYEE-RELATED EXPENSES				
01-1071-5001	Salaries - Regular Time	122,300	122,300	75,700
01-1071-5004	Salaries - Overtime	2,700	2,700	
01-1071-5013	Salaries - Sick Leave	6,600	6,600	4,200
01-1071-5016	Salaries - Annual Leave	9,900	9,900	8,300
01-1071-5019	Salaries - Personal Leave	2,200	2,200	1,400
01-1071-5022	FICA Expense	11,000	11,000	6,900
01-1071-5028	Hospitalization	1,000	1,000	11,300
01-1071-5031	Workman's Comp	100	100	200
01-1071-5040	Retirement	8,400	8,400	4,900
01-1071-5045	Actuarial & Pension Services	1,400	1,400	800
	Subtotal - Employee	165,600	165,600	113,700
NON-EMPLOYEE-RELATED EXPENSES				
01-1071-6062	Dues and Subscriptions			2,500
01-1071-6067	Postage			400
01-1071-6070	Printing and Publishing			5,000
01-1071-6206	Economic Development Activities	15,000	15,000	15,000
01-1071-6276	Professional Services	25,000	25,000	32,500
01-1071-6277	Travel Expense	5,000	5,000	5,000
01-1071-6278	Employee Development	1,000	1,000	3,300
01-1071-6282	Office Supplies			800
01-1071-6283	Public Relations			5,000
01-1071-6288	Advertising			4,000
	Subtotal - Non-Employee	46,000	46,000	73,500
CAPITAL EQUIPMENT/PROJECTS				
01-1071-6501	Capital Equipment			5,000
	Subtotal - Capital			5,000
	TOTAL - EDP	211,600	211,600	192,200

FINANCE

Account No.	Description	Original Budget FY 2018	Current Budget FY 2018	Requested Budget FY 2019
EMPLOYEE-RELATED EXPENSES				
01-1051-5001	Salaries - Regular Time	418,400	418,400	434,700
01-1051-5004	Salaries - Overtime	300	300	400
01-1051-5013	Salaries - Sick Leave	22,000	22,000	22,900
01-1051-5016	Salaries - Annual Leave	30,600	30,600	32,000
01-1051-5019	Salaries - Personal Leave	7,300	7,300	7,600
01-1051-5022	FICA Expense	36,600	36,600	38,100
01-1051-5028	Hospitalization	104,300	104,300	136,600
01-1051-5031	Workman's Comp	600	600	1,100
01-1051-5040	Retirement	25,800	25,800	30,100
01-1051-5045	Actuarial & Pension Services	4,300	4,300	4,700
	Subtotal - Employee	650,200	650,200	708,200
NON-EMPLOYEE-RELATED EXPENSES				
01-1051-6080	Bank Service Charges	25,000	25,000	27,500
01-1051-6276	Professional Services	39,600	39,600	39,600
01-1051-6277	Travel Expense	600	600	1,800
01-1051-6282	Office Supplies	4,000	4,000	5,500
	Subtotal - Non-Employee	69,200	69,200	74,400
	TOTAL - FINANCE	719,400	719,400	782,600

PLANNING AND CODE ENFORCEMENT

Account No.	Description	Original Budget FY 2018	Current Budget FY 2018	Requested Budget FY 2019
EMPLOYEE-RELATED EXPENSES				
01-1089-5001	Salaries - Regular Time	387,700	387,700	380,100
01-1089-5004	Salaries - Overtime	1,000	1,000	300
01-1089-5013	Salaries - Sick Leave	15,600	15,600	15,700
01-1089-5016	Salaries - Annual Leave	21,400	21,400	15,200
01-1089-5019	Salaries - Personal Leave	5,200	5,200	5,200
01-1089-5022	FICA Expense	33,000	33,000	31,900
01-1089-5028	Hospitalization	91,100	91,100	88,300
01-1089-5031	Workman's Comp	4,000	4,000	8,700
01-1089-5040	Retirement	18,300	18,300	18,400
01-1089-5045	Actuarial & Pension Services	3,100	3,100	2,900
	Subtotal - Employee	580,400	580,400	566,700
NON-EMPLOYEE-RELATED EXPENSES				
01-1089-6161	Uniform Expense	1,300	1,300	700
01-1089-6183	Planning Commission	2,000	2,000	2,000
01-1089-6197	Historic Dist Comm	4,000	4,000	4,000
01-1089-6198	Board of Appeals	2,000	2,000	2,000
01-1089-6275	County Inspections	19,100	19,100	25,000
01-1089-6276	Professional Services	25,000	25,000	15,000
01-1089-6277	Travel Expense	1,100	1,100	1,000
01-1089-6282	Office Supplies			
01-1089-6284	Vehicle Maintenance	2,000	2,000	2,000
01-1089-6286	Vehicle Fuel	3,800	3,800	5,000
	Subtotal - Non-Employee	60,300	60,300	56,700
	TOTAL - PLANNING/CODE ENFOR	640,700	640,700	623,400

POLICE ADMINISTRATION

Account No.	Description	Original Budget FY 2018	Current Budget FY 2018	Requested Budget FY 2019
EMPLOYEE-RELATED EXPENSES				
01-1111-5001	Salaries - Regular Time	453,100	453,100	449,500
01-1111-5004	Salaries - Overtime	10,000	10,000	10,000
01-1111-5013	Salaries - Sick Leave	23,800	23,800	23,600
01-1111-5016	Salaries - Annual Leave	33,100	33,100	31,300
01-1111-5019	Salaries - Personal Leave	7,900	7,900	7,900
01-1111-5022	FICA Expense	40,400	40,400	40,000
01-1111-5028	Hospitalization	128,200	128,200	159,900
01-1111-5031	Workman's Comp	700	700	1,100
01-1111-5040	Retirement	33,300	33,300	27,600
01-1111-5045	Actuarial & Pension Services	5,600	5,600	4,300
	Subtotal - Employee	736,100	736,100	755,200
NON-EMPLOYEE-RELATED EXPENSES				
01-1111-6067	Postage	500	500	500
01-1111-6153	Range Maintenance	45,000	45,000	55,300
01-1111-6160	Legal Services	4,300	4,300	4,300
01-1111-6274	Grounds Maintenance	800	800	800
01-1111-6275	Mandated Tests & Related Sup	10,000	10,000	10,000
01-1111-6276	Professional Services	4,500	4,500	4,500
01-1111-6277	Travel Expense	4,000	4,000	4,000
01-1111-6280	Utilities	40,700	40,700	42,700
01-1111-6281	Communications	29,100	29,100	29,100
01-1111-6282	Office Supplies	3,900	3,900	3,900
01-1111-6283	Public Relations	9,000	9,000	9,000
01-1111-6285	Office Equipment	8,000	8,000	18,000
	Subtotal - Non-Employee	159,800	159,800	182,100
	TOTAL - POLICE ADMINISTRATION	895,900	895,900	937,300

POLICE PATROL AND INVESTIGATION

Account No.	Description	Original Budget FY 2018	Current Budget FY 2018	Requested Budget FY 2019
EMPLOYEE-RELATED EXPENSES				
01-1112-5001	Salaries - Regular Time	1,981,200	1,981,200	2,192,700
01-1112-5004	Salaries - Overtime	170,000	170,000	170,000
01-1112-5013	Salaries - Sick Leave	103,700	103,700	108,900
01-1112-5016	Salaries - Annual Leave	132,600	132,600	125,600
01-1112-5019	Salaries - Personal Leave	34,600	34,600	36,300
01-1112-5022	FICA Expense	185,300	185,300	201,500
01-1112-5028	Hospitalization	468,200	468,200	513,000
01-1112-5031	Workman's Comp	109,000	109,000	185,800
01-1112-5040	Retirement	710,900	710,900	745,900
01-1112-5045	Actuarial & Pension Services	119,100	119,100	116,100
	Subtotal - Employee	4,014,600	4,014,600	4,395,800
NON-EMPLOYEE-RELATED EXPENSES				
01-1112-6137	Supplies and Materials	28,000	28,000	35,000
01-1112-6151	K9 Expense	5,000	5,000	6,000
01-1112-6153	Building Maintenance	10,000	10,000	18,000
01-1112-6155	Equip Maintenance	4,000	4,000	4,000
01-1112-6161	Uniform Expense	15,000	15,000	23,000
01-1112-6163	Employee Training	24,000	24,000	51,500
01-1112-6276	Professional Services			40,000
01-1112-6284	Vehicle Maintenance	40,000	40,000	40,000
01-1112-6286	Vehicle Fuel	58,200	58,200	79,900
	Subtotal - Non-Employee	184,200	184,200	297,400
CAPITAL EQUIPMENT/PROJECTS				
01-1112-6501	Capital Equipment	100,000	100,000	100,000
	Subtotal - Capital	100,000	100,000	100,000
	TOTAL - POLICE PATROL & INVE	4,298,800	4,298,800	4,793,200

PUBLIC WORKS

Account No.	Description	Original Budget FY 2018	Current Budget FY 2018	Requested Budget FY 2019
DPW ADMINISTRATION				
EMPLOYEE-RELATED EXPENSES				
01-1211-5001	Salaries - Regular Time	696,100	696,100	596,900
01-1211-5004	Salaries - Overtime	4,800	4,800	2,800
01-1211-5013	Salaries - Sick Leave	35,100	35,100	31,300
01-1211-5016	Salaries - Annual Leave	49,600	49,600	40,500
01-1211-5019	Salaries - Personal Leave	11,700	11,700	10,400
01-1211-5022	FICA Expense	61,000	61,000	52,200
01-1211-5028	Hospitalization	134,300	134,300	155,400
01-1211-5031	Workman's Comp	9,600	9,600	20,000
01-1211-5040	Retirement	48,000	48,000	35,000
01-1211-5045	Actuarial & Pension Services	8,000	8,000	5,400
	Subtotal - Employee	1,058,200	1,058,200	949,900
NON-EMPLOYEE-RELATED EXPENSES				
01-1211-6161	Uniform Expense	2,700	2,700	3,000
01-1211-6277	Travel Expense	700	700	500
01-1211-6283	Public Relations	1,000	1,000	3,500
	Subtotal - Non-Employee	4,400	4,400	7,000
	TOTAL - DPW ADMINISTRATION	1,062,600	1,062,600	956,900
WASTE DISPOSAL				
01-1244-6125	Contractual Services	550,000	550,000	550,000
	TOTAL - WASTE DISPOSAL	550,000	550,000	550,000
SIDEWALKS AND CURBS				
01-1253-6137	Supplies and Materials	11,300	11,300	21,000
	TOTAL - SIDEWALKS AND CURBS	11,300	11,300	21,000
SNOW AND ICE REMOVAL				
01-1254-6137	Other Supplies and Materials	18,000	18,000	21,600
01-1254-6155	Equip Maintenance	3,700	3,700	5,500
01-1254-6159	Minor Equipment and Tools	200	200	200
01-1254-6282	Public Relations	100	100	100
	TOTAL - SNOW AND ICE REMOV.	22,000	22,000	27,400
STORM DRAINAGE				
01-1256-6137	Other Supplies and Materials	1,900	1,900	1,900
01-1256-6276	Professional Services	20,000	20,000	30,000
	TOTAL - STORM DRAINAGE	21,900	21,900	31,900
STREET LIGHTS				
01-1258-6137	Other Supplies and Materials	200	200	200
01-1258-6276	Professional Services	2,800	2,800	2,800
01-1258-6280	Utilities	202,600	202,600	199,800
	TOTAL - STREET LIGHTS	205,600	205,600	202,800
TREE SERVICES				
01-1290-6137	Other Supplies and Materials	4,000	4,000	6,000
01-1290-6276	Professional Services	40,000	40,000	46,000
	TOTAL - TREE SERVICES	44,000	44,000	52,000

PUBLIC WORKS

Account No.	Description	Original Budget FY 2018	Current Budget FY 2018	Requested Budget FY 2019
BUILDING AND PROPERTY MAINTENANCE				
01-1292-6153	Building Maintenance	78,000	78,000	78,000
01-1292-6154	Opera House Maintenance			10,000
01-1292-6274	Grounds Maintenance	50,000	50,000	80,000
	TOTAL - BLDG. AND PRPTY MAIN	128,000	128,000	168,000
RECREATION SUPPORT				
01-1293-6137	Supplies and Materials	32,000	32,000	32,000
01-1293-6275	Park Maintenance	30,000	30,000	32,000
01-1293-6280	Utilities	15,400	15,400	18,800
	TOTAL - RECREATION SUPPORT	77,400	77,400	82,800
	TOTAL - PUBLIC WORKS	2,122,800	2,122,800	2,092,800

HIGHWAYS & STREETS

Account No.	Description	Original Budget FY 2018	Current Budget FY 2018	Requested Budget FY 2019
EMPLOYEE-RELATED EXPENSES				
01-1251-5001	Salaries - Regular Time	611,700	611,700	579,700
01-1251-5004	Salaries - Overtime	18,500	18,500	27,500
01-1251-5007	Salaries - Seasonal			47,000
01-1251-5013	Salaries - Sick Leave	31,800	31,800	32,400
01-1251-5016	Salaries - Annual Leave	37,000	37,000	33,900
01-1251-5019	Salaries - Personal Leave	10,600	10,600	10,800
01-1251-5022	FICA Expense	54,300	54,300	55,900
01-1251-5028	Hospitalization	171,600	171,600	218,700
01-1251-5031	Workman's Comp	12,100	12,100	25,500
01-1251-5040	Retirement	37,200	37,200	35,400
01-1251-5045	Actuarial & Pension Services	6,200	6,200	5,500
	Subtotal - Employee	991,000	991,000	1,072,300
NON-EMPLOYEE-RELATED EXPENSES				
01-1251-6137	Supplies and Materials	50,000	50,000	55,000
01-1251-6145	Rental Expense	500	500	500
01-1251-6155	Equip Maintenance	24,000	24,000	31,500
01-1251-6159	Minor Equipment and Tools	5,400	5,400	5,400
01-1251-6161	Uniform Expense	10,000	10,000	13,000
01-1251-6277	Travel Expense	100	100	100
01-1251-6279	Engineering Services	2,500	2,500	22,500
01-1251-6280	Utilities	5,500	5,500	8,900
01-1251-6281	Communications			300
01-1251-6282	Office Supplies	500	500	600
01-1251-6284	Vehicle Maintenance	5,500	5,500	7,200
01-1251-6285	Office Equipment	500	500	500
01-1251-6286	Vehicle Fuel	22,800	22,800	27,700
	Subtotal - Non-Employee	127,300	127,300	173,200
CAPITAL EQUIPMENT/PROJECTS				
01-1251-6501	Capital Equipment			
01-1251-7013	Paving Program	291,000	291,000	780,300
01-1251-7071	City Parks Upgrades	100,000	90,000	100,000
01-1251-7073	MS4 Stormwater Remediation	30,000	49,300	
01-1251-7075	Promenade Redecking	60,000	60,000	
01-1251-7077	Promenade Grill Roof Repair	10,000	10,000	10,000
01-1251-7080	Elevated Walkway @ Joe K Trail	65,000	65,000	149,900
01-1251-7082	Water Street Remediation	250,000	250,000	220,400
01-1251-7083	Bradford Green Remediation	70,000	70,000	
01-1251-7084	Critical Area Remediation	151,000	451,000	53,100
01-1251-7086	City Hall Repairs (EPA - \$256,000)			256,000
01-1251-7087	Additional Truck Bay			10,000
01-1251-7089	Hutchins Park Amenities			20,000
01-1251-7090	Chapel Road (west of Oak Tree Dr)			21,000
01-1251-8000	Lilly Run	86,400	86,400	
	Subtotal - Capital	1,113,400	1,422,700	1,620,700
	TOTAL - HIGHWAYS/STREETS	2,231,700	2,541,000	2,866,200

SHOP OPERATION

Account No.	Description	Original Budget FY 2018	Current Budget FY 2018	Requested Budget FY 2019
EMPLOYEE-RELATED EXPENSES				
01-1242-5001	Salaries - Regular Time	157,300	157,300	162,700
01-1242-5004	Salaries - Overtime	2,600	2,600	4,200
01-1242-5013	Salaries - Sick Leave	8,300	8,300	8,600
01-1242-5016	Salaries - Annual Leave	11,500	11,500	11,900
01-1242-5019	Salaries - Personal Leave	2,800	2,800	2,900
01-1242-5022	FICA Expense	14,000	14,000	14,600
01-1242-5028	Hospitalization	31,900	31,900	50,700
01-1242-5031	Workman's Comp	3,100	3,100	7,200
01-1242-5040	Retirement	9,700	9,700	10,000
01-1242-5045	Actuarial & Pension Services	1,600	1,600	1,600
	Subtotal - Employee	242,800	242,800	274,400
NON-EMPLOYEE-RELATED EXPENSES				
01-1242-6137	Supplies and Materials	14,000	14,000	14,000
01-1242-6155	Equipment Maintenance	300	300	500
01-1242-6159	Minor Equipment and Tools	1,800	1,800	1,800
01-1242-6161	Uniform Expense	3,500	3,500	3,500
01-1242-6276	Professional Services	3,000	3,000	3,500
01-1242-6280	Utilities	4,700	4,700	7,000
01-1242-6282	Office Supplies	200	200	200
01-1242-6284	Vehicle Maintenance	1,200	1,200	1,200
01-1242-6285	Office Equipment	100	100	100
01-1242-6286	Vehicle Fuel	25,800	25,800	68,200
	Subtotal - Non-Employee	54,600	54,600	100,000
CAPITAL EQUIPMENT/PROJECTS				
01-1242-6501	Capital Equipment	10,500	10,500	55,000
	Subtotal - Capital	10,500	10,500	55,000
	TOTAL - SHOP OPERATION	307,900	307,900	429,400

VOLUNTEER ORGANIZATIONS

Account No.	Description	Original Budget FY 2018	Current Budget FY 2018	Requested Budget FY 2019
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SERVICE ORGANIZATIONS

01-1815-6180	Army Alliance	1,500	1,500	2,500
01-1815-6181	Small Business Resource Cent	1,000	1,000	1,000
01-1815-6182	HdG Alliance	10,000	10,000	10,000
	TOTAL - SERVICE ORGANIZATIONS	12,500	12,500	13,500

CIVIC GROUPS

01-2332-6084	Lower Susq Heritage Greenway	1,000	1,000	1,000
01-2332-6089	Harford Cy Boys & Girls Club	15,000	15,000	15,000
01-2332-6091	Little League	5,000	5,000	5,000
01-2332-6094	HdG Public Schools	4,000	4,000	5,000
01-2332-6193	Recreation Council	56,700	56,700	56,700
01-2332-6209	Arts Commission	5,000	5,000	5,000
01-2332-6252	Heritage Corridor Mgmt Council	500	500	500
01-2332-6253	Community Projects of HdG	10,000	10,000	11,200
01-2332-6255	Historical Society-Harford Cnt	1,000	1,000	1,000
01-2332-6256	Kitchen Door	1,000	1,000	1,000
01-2332-6257	Grace Place	800	800	800
01-2332-6258	HdG Youth Sailing School	5,000	5,000	5,000
01-2332-6259	HdG Green Team	5,000	5,000	5,000
01-2332-6289	Independence Day Commission	3,500	3,500	25,000
01-2332-6290	Marine Corps League		10,000	
01-2332-6291	HdG Arts Collective (Opera House)			45,000
01-2332-6292	St. Johns Cupboard			2,000
	TOTAL - CIVIC GROUPS	113,500	123,500	184,200

MUSEUMS

01-2334-6208	Lockhouse Expenses	15,000	15,000	15,000
01-2334-6218	Lighthouse Expense	15,000	15,000	15,000
01-2334-6219	Maritime Museum Expenses	15,000	15,000	15,000
01-2334-6226	Decoy Museum	15,000	15,000	15,000
01-2334-6228	Skipjack/Ches. Heritage Cons.	15,000	15,000	
	TOTAL - MUSEUMS	75,000	75,000	60,000

EMERGENCY SERVICES

01-1125-6290	HdG Ambulance Corps	96,600	96,600	96,600
01-1131-6290	Susquehanna Hose Co	325,700	325,700	325,700
01-1131-6501	Capital Equipment	175,000	175,000	150,000
	TOTAL - EMERGENCY SERVICES	597,300	597,300	572,300

	TOTAL - VOLUNTEER ORGS.	798,300	808,300	830,000
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GENERAL FUND DEBT SERVICE

Account No.	Description	Original Budget FY 2018	Current Budget FY 2018	Requested Budget FY 2019
01-2410-6416	130 CDA 2006 Park Improvemen	20,500	20,500	21,500
01-2410-6417	130 CDA 2006 Park Improvemen	9,300	9,300	8,400
01-2410-6418	130 CDA 2006 Park Improvemen	200	200	200
01-2410-6428	141 701 Concord Principal	33,800	33,800	35,100
01-2410-6429	141 701 Concord Interest	46,200	46,200	44,900
01-2410-6437	142 2013 Refinancing Principal	184,600	184,600	192,600
01-2410-6438	142 2013 Refinancing Interest	27,700	27,700	24,000
01-2410-6439	143 2016 DHCD Opera House Principal	128,300	128,300	130,700
01-2410-6440	143 2016 DHCD Opera House Interest	37,900	37,900	36,400
01-2410-6441	144 627/649 Water Street Principal	30,000	30,000	55,000
	GENERAL FUND DEBT SERVICE	518,500	518,500	548,800

CAPITAL BUDGET WORKSHEET
General Fund

Account No.	Description	Original Budget FY 2018	Current Budget FY 2018	Requested Budget FY 2019
CAPITAL EQUIPMENT				
01-1071-6501	LFL, Conceptual Bench, Map Boards			5,000
01-1091-6501	Trolley	20,000	20,000	75,000
01-1094-6501	Fiber Optic Connection - WWTP/DPW	25,000	25,000	
01-1112-6501	Vehicles (3)	100,000	100,000	100,000
01-1242-6501	Replacement Vehicles			55,000
01-1242-6501	Diagnostic Computer	10,500	10,500	
	Subtotal - Equipment	155,500	155,500	235,000

CAPITAL PROJECTS				
01-1091-6506	Opera House Restoration		238,300	
01-1251-7013	Road Repairs	200,000	200,000	759,300
01-1251-7013	Lane Repairs	70,000	70,000	
01-1251-7013	Chapel Road Culvert	21,000	21,000	21,000
01-1251-7071	City Parks Upgrades	100,000	90,000	100,000
01-1251-7073	MS4 Stormwater Remediation	30,000	49,300	
01-1251-7075	Promenade Redecking	60,000	60,000	
01-1251-7077	Promenade Grill Roof Repair	10,000	10,000	10,000
01-1251-7080	Elevated Walkway @ Joe K Trail (MHAA - \$25,000)	65,000	65,000	149,900
01-1251-7082	Water Street Remediation (HC - \$250,000)	250,000	250,000	220,400
01-1251-7083	Bradford Green Remediation	70,000	70,000	
01-1251-7084	Critical Area Remediation (WAGP - \$34,600, CA - \$166,700, HC - \$39,800)	151,000	451,000	53,100
01-1251-7086	City Hall Repairs (EPA - \$256,000)			256,000
01-1251-7087	Additional Truck Bay			10,000
01-1251-7089	Hutchins Park Amenities			20,000
01-1251-7090	Chapel Road (west of Oak Tree Dr)			21,000
01-1251-8000	Lilly Run (HC - \$83,700)	86,400	86,400	
	Subtotal - Projects	1,113,400	1,661,000	1,620,700
	TOTAL CAPITAL ITEMS	1,268,900	1,816,500	1,855,700

Fund 9 - Water & Sewer Fund

FY 2019 vs FY 2018

WATER & SEWER FUND

	ORIG. BGT. FY 2018	CURR. BGT. FY 2018	REQUESTED FY 2019	Page
Operating Revenues				
Water Production	\$3,238,700	\$3,238,700	\$3,163,900	1
Water Distribution	1,104,500	1,104,500	549,700	1
Wastewater Treatment	3,647,600	3,647,600	3,684,200	1
Miscellaneous W&S	159,800	184,800	209,400	1
	<u>8,150,600</u>	<u>8,175,600</u>	<u>7,607,200</u>	
Operating Expenses				
Water Production	2,352,800	2,352,800	2,497,400	2
Water Distribution	899,800	899,800	1,027,100	3
Wastewater Treatment	1,959,400	1,959,400	2,127,700	4
	<u>5,212,000</u>	<u>5,212,000</u>	<u>5,652,200</u>	
Net Operating Income/(Loss)	2,938,600	2,963,600	1,955,000	
Capital Revenues				
Designated Infrastructure Fees	1,187,700	1,751,900	1,531,400	1
Grant/Debt Proceeds	2,573,600	2,573,600	4,137,100	1
	<u>3,761,300</u>	<u>4,325,500</u>	<u>5,668,500</u>	
Capital Expenses				
Debt Service	2,426,600	2,426,600	2,276,300	6
Capital Projects	3,305,100	4,302,300	6,345,900	5
	<u>5,731,700</u>	<u>6,728,900</u>	<u>8,622,200</u>	
Net Capital Income/(Loss)	(1,970,400)	(2,403,400)	(2,953,700)	
Fund Increase/(Decrease)	968,200	560,200	(998,700)	
Beginning Balance	(1,100,100)	(820,800)	998,700	1
Fund Transfers/Reserves	131,900	260,600	0	1
Fund Excess/ (Deficiency)	\$0	\$0	\$0	

**FUND 9 - WATER & SEWER
REVENUES**

Account No.	Description	Original Budget FY 2018	Current Budget FY 2018	Requested Budget FY 2019
WATER PRODUCTION FEES				
09-1209-44-28	Truckload Wtr Sales	200	200	44,700
09-1209-44-41	Water Revenue	3,127,600	3,127,600	3,117,800
09-1209-44-44	County Water Agreement	108,300	108,300	
09-1209-44-70	Misc Revenue - Water	2,600	2,600	1,400
	Subtotal - Water Fees	3,238,700	3,238,700	3,163,900
WATER PLANT INFRASTRUCTURE FEES				
09-1309-44-10	Water Meter Sales	19,600	19,600	34,500
09-1309-44-17	Service Participation Fee	16,800	16,800	16,800
09-1309-44-41	Debt Service Fee	555,700	555,700	
09-1309-44-43	Engineering Services Reimbur	20,000	20,000	1,500
09-1309-44-46	Base Fees	457,400	457,400	457,400
09-1309-44-56	Svc Chg Turn-On/Off	35,000	35,000	39,500
	Subtotal - Water Distribution	1,104,500	1,104,500	549,700
WATER PLANT INFRASTRUCTURE FEES				
09-1209-42-47	User Benefit Fees - Water	78,300	78,300	78,200
09-1209-42-48	Capital Cost Recovery Charge	240,000	371,200	320,000
	Subtotal - Water Capital	318,300	449,500	398,200
WASTEWATER TREATMENT FEES				
09-1409-44-41	Sewer Revenue	3,588,600	3,588,600	3,652,900
09-1409-44-49	Industrial Surcharge	59,000	59,000	31,300
	Subtotal - Wastewater Fees	3,647,600	3,647,600	3,684,200
WASTEWATER PLANT INFRASTRUCTURE FEES				
09-1409-42-47	User Benefit Fees - Sewer	77,400	77,400	77,200
09-1409-42-48	Cost Recovery Charge	792,000	1,225,000	1,056,000
	Subtotal - Wastewater Capital	869,400	1,302,400	1,133,200
MISCELLANEOUS FUND 9 REVENUES				
09-0001-46-08	Sale of Surplus Vehicles & E			600
09-0001-46-22	Interest Income	1,100	1,100	2,800
09-0001-46-28	Misc Revenues - (Utility Bill Charges)	8,000	8,000	8,600
09-0001-46-39	Expense Reimbursement - Billed	22,900	22,900	22,900
09-0001-46-40	Expense Reimbursement	5,900	30,900	2,800
09-0001-46-50	Misc AR Penalty	200	200	2,200
09-1209-46-43	Penalties - Water	11,900	11,900	25,300
09-1209-46-66	Penalties - User Benefits	6,400	6,400	3,600
09-1309-46-42	Connection Fees	9,700	9,700	9,700
09-1409-46-42	Connecting Fees	9,800	9,800	
09-1409-46-43	Penalties - Sewer	19,300	19,300	37,500
09-1409-46-71	BOD Surcharge	64,600	64,600	93,400
	Subtotal - Miscellaneous	159,800	184,800	209,400
FUND TRANSFERS AND LOAN PROCEEDS				
09-0001-49-01	Short Term General Fund Advance	131,900	260,600	
09-0001-49-01	Appropriated Retained Earnings	(1,100,100)	(820,800)	998,700
09-0001-49-27	DHCD Bond Proceeds	1,677,700	1,677,700	1,641,200
09-0001-48-50	MDE Grant Proceeds	895,900	895,900	2,495,900
	Subtotal - Transfers/Reserves	1,605,400	2,013,400	5,135,800
	TOTAL - WATER & SEWER	10,943,700	11,940,900	14,274,400

WATER PRODUCTION

Account No.	Description	Original Budget FY 2018	Current Budget FY 2018	Requested Budget FY 2019
EMPLOYEE-RELATED EXPENSES				
09-1231-5001	Salaries - Regular Time	501,800	501,800	511,400
09-1231-5004	Salaries - Overtime	15,000	15,000	15,000
09-1231-5013	Salaries - Sick Leave	24,400	24,400	27,200
09-1231-5016	Salaries - Annual Leave	37,700	37,700	42,900
09-1231-5019	Salaries - Personal Leave	8,100	8,100	9,100
09-1231-5022	FICA Expense	44,900	44,900	46,300
09-1231-5028	Hospitalization	151,100	151,100	182,800
09-1231-5031	Workman's Comp	10,000	10,000	22,900
09-1231-5040	Retirement	31,500	31,500	29,500
09-1231-5045	Actuarial & Pension Services	5,300	5,300	4,600
	Subtotal - Employee	829,800	829,800	891,700
NON-EMPLOYEE-RELATED EXPENSES				
09-1231-6067	Postage	1,500	1,500	1,500
09-1231-6135	Contract Laboratory	15,000	15,000	25,000
09-1231-6136	Lab Supplies & Equipment	15,000	15,000	20,000
09-1231-6137	Other Supplies and Materials	5,000	5,000	6,000
09-1231-6139	Chemical Expense	80,000	80,000	80,000
09-1231-6141	Sludge Removal	30,000	30,000	
09-1231-6143	Decant to Sanitary Sewer	10,000	10,000	
09-1231-6145	Rental Expense	300	300	500
09-1231-6146	SHB Shared Chem & Utilities	50,000	50,000	50,000
09-1231-6147	SHB Shared Rep & Maint			10,000
09-1231-6153	Building Maintenance	10,000	10,000	10,000
09-1231-6155	Equip Maintenance	65,000	65,000	65,000
09-1231-6159	Minor Equipment and Tools	5,000	5,000	5,000
09-1231-6161	Uniform Expense	8,000	8,000	8,000
09-1231-6166	Distributed Expenses	510,000	510,000	543,300
09-1231-6193	City Buildings Water & Sewer	502,500	502,500	551,600
09-1231-6200	Casualty Insurance	24,100	24,100	23,100
09-1231-6212	Loop Meter	3,500	3,500	5,000
09-1231-6274	Grounds Maintenance	3,000	3,000	3,000
09-1231-6276	Professional Services	55,000	55,000	55,000
09-1231-6278	Employee Development	5,000	5,000	5,000
09-1231-6280	Utilities	114,800	114,800	128,300
09-1231-6281	Communications	8,000	8,000	8,000
09-1231-6282	Office Supplies	1,500	1,500	1,500
09-1231-6286	Vehicle Fuel	800	800	900
	Subtotal - Non-Employee	1,523,000	1,523,000	1,605,700
	TOTAL - WATER PRODUCTION	2,352,800	2,352,800	2,497,400

WATER DISTRIBUTION

Account No.	Description	Original Budget FY 2018	Current Budget FY 2018	Requested Budget FY 2019
EMPLOYEE-RELATED EXPENSES				
09-1232-5001	Salaries - Regular Time	389,700	389,700	406,800
09-1232-5004	Salaries - Overtime	29,700	29,700	33,500
09-1232-5013	Salaries - Sick Leave	20,500	20,500	21,400
09-1232-5016	Salaries - Annual Leave	28,900	28,900	30,200
09-1232-5019	Salaries - Personal Leave	6,800	6,800	7,100
09-1232-5022	FICA Expense	36,400	36,400	38,200
09-1232-5028	Hospitalization	122,300	122,300	148,500
09-1232-5031	Workman's Comp	7,800	7,800	18,100
09-1232-5040	Retirement	24,000	24,000	25,100
09-1232-5045	Actuarial & Pension Services	4,000	4,000	3,900
	Subtotal - Employee	670,100	670,100	732,800
NON-EMPLOYEE-RELATED EXPENSES				
09-1232-6080	Bank Service Charges	18,200	18,200	14,400
09-1232-6137	Other Supplies and Materials	90,000	90,000	112,500
09-1232-6140	Meters	40,000	40,000	52,000
09-1232-6145	Rental Expense	600	600	4,000
09-1232-6155	Equip Maintenance	18,000	18,000	23,400
09-1232-6159	Minor Equipment and Tools	3,400	3,400	7,000
09-1232-6161	Uniform Expense	6,000	6,000	7,800
09-1232-6200	Casualty Insurance	200	200	200
09-1232-6276	Professional Services	10,000	10,000	22,000
09-1232-6277	Travel Expense	200	200	200
09-1232-6278	Employee Development	1,500	1,500	1,500
09-1232-6279	Engineering Services	20,000	20,000	20,000
09-1232-6281	Communications	1,200	1,200	1,500
09-1232-6282	Office Supplies	100	100	100
09-1232-6284	Vehicle Maintenance	4,000	4,000	5,200
09-1232-6285	Office Equipment	100	100	100
09-1232-6286	Vehicle Fuel	16,200	16,200	22,400
	Subtotal - Non-Employee	229,700	229,700	294,300
	TOTAL - WATER DISTRIBUTION	899,800	899,800	1,027,100

WASTEWATER TREATMENT

Account No.	Description	Original Budget FY 2018	Current Budget FY 2018	Requested Budget FY 2019
EMPLOYEE-RELATED EXPENSES				
09-1245-5001	Salaries - Regular Time	492,000	492,000	506,800
09-1245-5004	Salaries - Overtime	8,900	8,900	11,000
09-1245-5013	Salaries - Sick Leave	26,100	26,100	26,900
09-1245-5016	Salaries - Annual Leave	40,500	40,500	41,700
09-1245-5019	Salaries - Personal Leave	8,700	8,700	9,000
09-1245-5022	FICA Expense	44,100	44,100	45,500
09-1245-5028	Hospitalization	154,800	154,800	149,600
09-1245-5031	Workman's Comp	9,900	9,900	22,700
09-1245-5040	Retirement	30,600	30,600	31,500
09-1245-5045	Actuarial & Pension Services	5,100	5,100	4,900
	Subtotal - Employee	820,700	820,700	849,600
NON-EMPLOYEE-RELATED EXPENSES				
09-1245-6135	Contract Laboratory	16,000	16,000	20,000
09-1245-6136	Lab Supplies & Equipment	10,000	10,000	15,000
09-1245-6137	Supplies and Materials	4,600	4,600	19,600
09-1245-6139	Chemical Expense	80,000	80,000	90,000
09-1245-6140	Pretreatment Work	4,000	4,000	4,000
09-1245-6141	Sludge Removal	50,000	50,000	80,000
09-1245-6153	Building Maintenance	4,100	4,100	20,000
09-1245-6155	Equip Maintenance	31,700	31,700	31,700
09-1245-6159	Minor Equipment and Tools	8,000	8,000	8,000
09-1245-6161	Uniform Expense	10,000	10,000	10,000
09-1245-6166	Distributed Expenses	510,000	510,000	543,300
09-1245-6193	City Buildings Water & Sewer	49,000	49,000	45,000
09-1245-6200	Casualty Insurance	31,400	31,400	30,100
09-1245-6274	Grounds Maintenance	10,000	10,000	10,000
09-1245-6276	Professional Services	10,000	10,000	10,000
09-1245-6278	Employee Development	2,500	2,500	3,000
09-1245-6280	Utilities	301,200	301,200	326,400
09-1245-6282	Office Supplies	800	800	1,000
09-1245-6284	Vehicle Maintenance	1,900	1,900	6,500
09-1245-6286	Vehicle Fuel	3,500	3,500	4,500
	Subtotal - Non-Employee	1,138,700	1,138,700	1,278,100
	TOTAL - WASTEWATER TREATM	1,959,400	1,959,400	2,127,700

CAPITAL BUDGET WORKSHEET
Water & Sewer Fund

Account No.	Description	Original Budget FY 2018	Current Budget FY 2018	Requested Budget FY 2019
09-1231-6501	WTP SCADA Upgrade			
09-1231-6501	County Buyout	400,000	409,800	
09-1231-6501	Rotary Control Drive	17,900	17,900	
09-1231-6501	Graceview Lap Tank Sheds			37,000
09-1231-9024	WTP Upgrades (Bond - \$1,700,000, MDE - \$1,600,000)	162,800	244,700	3,349,500
09-1231-9025	WTP Filter Controls	1,351,000	1,351,000	
09-1231-9026	WTP Tube Settlers	289,800	289,800	
09-1231-9029	WTP Intake Repairs			450,000
09-1231-9030	Vacuum Tank Upgrade			43,500
09-1231-9031	Streaming Current Monitor			12,300
09-1232-6501	Sewer Truck			85,100
09-1232-6501	Scenic Manor Water Line		25,000	
09-1232-9034	Water Main Valve Replacement	35,000	35,000	
09-1232-9042	Water Valve Inserts	45,000	45,000	100,000
09-1232-9046	Main Water/Sewer Line Repairs		11,100	
09-1232-9047	Fire Hydrant Replacment Program	25,000	25,000	60,000
09-1232-9048	Water Line Upgrades (CDBG - \$805,000)	885,500	1,375,500	931,000
09-1232-9051	Water Main Replacement - Camilla Street		300,000	
09-1232-9052	Sewer Manhole (Congress & Freedom)	48,100	48,100	
09-1232-9054	Sewer Main - Warren Street (CDBG RAD - \$500,0000)			500,000
09-1232-9055	Lapidum Water Tower Rehab		74,200	74,200
09-1232-9057	Sewer Main - Commerce & Francis St.			500,000
09-1245-6501	Sewer System Hydraulic Modeling		5,200	
09-1245-6501	Lab Equipment	20,000	20,000	28,300
09-1245-9038	Aerobic Digester Rehabilitation	25,000	25,000	
09-1245-9039	Recycling Center Replacement			10,000
09-1245-9040	Outfall Repair (CA - \$50,000)			50,000
09-1245-9041	Fiber Optic Loop Inspection			10,000
09-1245-9040	Lafayette St Pump Station Rehab			105,000
	TOTAL - CAPITAL PROJECTS	3,305,100	4,302,300	6,345,900

WATER AND SEWER DEBT SERVICE

Account No.	Description	Original Budget FY 2018	Current Budget FY 2018	Requested Budget FY 2019
WATER FACILITY DEBT SERVICE				
09-2410-6437	142 2013 Refinancing Principal	75,300	75,300	
09-2410-6438	142 2013 Refinancing Interest	1,400	1,400	
09-2410-6439	143 2016 DHCD WTP Repairs Principal	146,700	146,700	149,300
09-2410-6440	143 2016 DHCD WTP Repairs Interest	43,200	43,200	41,600
	Subtotal - Water Debt	266,600	266,600	190,900
WASTEWATER FACILITY DEBT SERVICE				
09-2411-6407	117 MDE 2000 BNR Princ	201,400	201,400	206,300
09-2411-6408	117 MDE 2000 BNR Int	18,800	18,800	13,900
09-2411-6409	117 MDE 2000 BNR Admin	10,400	10,400	10,400
09-2411-6434	138 MDE WWTP Upgrade Princip	1,320,700	1,320,700	1,348,400
09-2411-6435	138 MDE 2007 WWTP Upgrade In	378,500	378,500	350,700
09-2411-6436	138 MDE 2007 WWTP Upgrade Fe	77,100	77,100	77,100
09-2411-6437	142 2013 Refinancing Principal	139,100	139,100	67,400
09-2411-6438	142 2013 Refinancing Interest	14,000	14,000	11,200
	Subtotal - Wastewater Debt	2,160,000	2,160,000	2,085,400
	TOTAL - DEBT SERVICE	2,426,600	2,426,600	2,276,300

Fund 8 - Marina Fund

FY 2019 vs FY 2018

MARINE FACILITIES FUND

	ORIG. BGT. FY 2018	CURR. BGT. FY 2018	REQUESTED FY 2019	Page
Operating Revenues				
Facility Fees	\$601,900	\$601,900	\$623,100	1
Miscellaneous Income	15,200	15,200	14,900	1
	617,100	617,100	638,000	
Operating Expenses				
Marine Expenses	621,800	621,800	565,100	2
	621,800	621,800	565,100	
Net Operating Income/(Loss)	(4,700)	(4,700)	72,900	
Capital Revenues				
Infrastructure Grants/Loans	0	564,000	515,900	
Capital Expenses				
Capital Projects	25,000	589,000	542,900	3
Net Capital Income/(Loss)	(25,000)	(25,000)	(27,000)	
Fund Increase/(Decrease)	(29,700)	(29,700)	45,900	
Beginning Balance	338,400	251,400	477,400	1
Fund Transfers/Reserves	(308,700)	(221,700)	(523,300)	1
Fund Excess/(Deficiency)	\$0	\$0	\$0	

FUND 8 - MARINE FACILITIES - REVENUES

Account No.	Description	Original Budget FY 2018	Current Budget FY 2018	Requested Budget FY 2019
FACILITY FEES				
08-1809-44-52	Annual Slip Reservation Fee	800	800	700
08-1809-44-63	Leasing - Slip Contract	382,000	382,000	392,400
08-1809-44-64	Penalties - Slip Rent	3,600	3,600	4,300
08-1809-44-65	J. Roberts Ramp	700	700	300
08-1809-44-66	City Yacht Ramp Fees	30,500	30,500	32,600
08-1809-44-70	Gas Pump Sales	125,700	125,700	135,600
08-1809-44-71	Credit Card Gasoline Sales	20,300	20,300	20,800
08-1809-44-72	Electric Fees	18,100	18,100	15,300
08-1809-44-73	Diesel Fuel Sales	15,800	15,800	17,300
08-1809-44-74	Credit Card Diesel Sales	3,200	3,200	2,800
08-1809-44-75	Pumpout Fees	1,200	1,200	1,000
	<i>Subtotal - Facility Fees</i>	<i>601,900</i>	<i>601,900</i>	<i>623,100</i>
MISCELLANEOUS REVENUES				
08-1809-46-22	Interest Income	400	400	3,700
08-1809-46-28	Misc Revenue	200	200	200
08-1809-46-69	Transient or Short Term	10,700	10,700	7,400
08-1809-46-76	Misc Resale Revenues	3,900	3,900	3,600
	<i>Subtotal - Miscellaneous</i>	<i>15,200</i>	<i>15,200</i>	<i>14,900</i>
INFRASTRUCTURE GRANTS				
08-1809-48-63	Capital Grants		564,000	515,900
	<i>Subtotal - Capital Grants</i>		<i>564,000</i>	<i>515,900</i>
FUND TRANSFERS AND LOAN PROCEEDS				
08-1809-49-02	Capital Reserve	(308,700)	(221,700)	(523,300)
08-1809-49-02	Appropriated Retained Earnings	338,400	251,400	477,400
	<i>Subtotal - Transfers/Reserves</i>	<i>29,700</i>	<i>29,700</i>	<i>(45,900)</i>
	TOTAL - Marine Facilities	646,800	1,210,800	1,108,000

FUND 8 - MARINE FACILITIES

Account No.	Description	Original Budget FY 2018	Current Budget FY 2018	Requested Budget FY 2019
EMPLOYEE-RELATED EXPENSES				
08-1839-5001	Salaries - Regular Time	106,100	106,100	72,300
08-1839-5004	Salaries - Overtime	2,100	2,100	700
08-1839-5007	Salaries - Seasonal	43,600	43,600	40,600
08-1839-5013	Salaries - Sick Leave	5,500	5,500	5,800
08-1839-5016	Salaries - Annual Leave	6,900	6,900	4,700
08-1839-5019	Salaries - Personal Leave	1,800	1,800	1,900
08-1839-5022	FICA Expense	12,700	12,700	9,600
08-1839-5028	Hospitalization	42,400	42,400	26,100
08-1839-5031	Workman's Comp	2,900	2,900	4,900
08-1839-5040	Retirement	6,500	6,500	3,400
08-1839-5045	Actuarial & Pension Services	1,100	1,100	500
	Subtotal - Employee	231,600	231,600	170,500
NON-EMPLOYEE-RELATED EXPENSES				
08-1839-6068	Advertising Expense	500	500	500
08-1839-6070	Printing and Publishing	500	500	500
08-1839-6081	Credit Card Expense	2,700	2,700	2,900
08-1839-6130	Misc Resale Items	6,000	6,000	6,000
08-1839-6131	Gasoline (Resale)	170,000	170,000	170,000
08-1839-6132	Diesel Fuel (Resale)	16,000	16,000	16,000
08-1839-6137	Other Supplies and Materials	10,000	10,000	10,000
08-1839-6153	Building Maintenance	6,000	6,000	6,000
08-1839-6155	Equip Maintenance	2,600	2,600	2,600
08-1839-6157	Island Maintenance	4,500	4,500	4,500
08-1839-6161	Uniform Expense	2,500	2,500	2,500
08-1839-6163	Employee Training	400	400	400
08-1839-6166	Distributed Expenses	60,300	60,300	66,300
08-1839-6200	Casualty Insurance	48,900	48,900	49,200
08-1839-6210	Dock Maintenance	8,000	8,000	8,000
08-1839-6276	Professional Services	12,000	12,000	12,000
08-1839-6280	Utilities	30,800	30,800	28,300
08-1839-6281	Communications	4,500	4,500	4,500
08-1839-6282	Office Supplies	1,200	1,200	1,200
08-1839-6284	Vehicle Maintenance	2,500	2,500	2,500
08-1839-6286	Vehicle Fuel	300	300	700
	Subtotal - Non-Employee	390,200	390,200	394,600
	TOTAL - MARINA EXPENSE	621,800	621,800	565,100

FUND 8 - MARINE FACILITIES CAPITAL PROJECTS

Account No.	Description	Original Budget FY 2018	Current Budget FY 2018	Requested Budget FY 2019
CDA LOANS				
08-1839-6501	Pier 5 Redecking	25,000	25,000	27,000
08-1839-6501	Dredge Marina		564,000	515,900
	TOTAL - MARINA CAPITAL	25,000	589,000	542,900